



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

**AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, JANUARY 25, 2011
12:00 NOON
CDC HEADQUARTERS
2 SOUTH CORAL CIRCLE
MONTEREY PARK, CA 91755
(323) 890-7400**

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1. Call to Order

2. Roll Call

**Adriana Martinez, Chair
Alberta Parrish, Vice Chair
Henry Porter, Jr.
Severyn Aszkenazy
Zella Knight
Laurence Levin
Vernon Lerch**

3. Reading and Approval of the Minutes of the Previous Meeting

Regular Meeting of November 17, 2010

4. Report of the Executive Director

5. Public Comments

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.



Regular Agenda

6. Approve A Construction Contract For The Bright Futures Child Development Center Project (District 2)

Recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute and if necessary, terminate a Construction Contract (Contract) in the amount of \$562,228 with Global Modular Inc., for the rehabilitation of the Bright Futures Child Development Center, using \$186,269 in Community Development Block Grant (CDBG) funds allocated to the Second Supervisorial District and \$250,731 in CDBG countywide funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget, and \$125,228 in California State Department of Education (CDE) funds provided by the Los Angeles Child Development Consortium (LACDC) to be incorporated into the Housing Authority's Fiscal Year 2010-2011 approved budget; authorize the Executive Director to approve Contract change orders not to exceed \$112,445 for unforeseen project costs, using CDE funds to be provided by the LACDC and following approval as to form by County Counsel; find approval of the Contract is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment. (APPROVE)

7. Approve A Construction Contract For Elevator Modernization At The Herbert Avenue Senior Housing Development (District 1)

Recommend that the Board of Commissions approve and authorize the Executive Director or his designee to execute and if necessary, terminate a Construction Contract (Contract) in the amount of \$425,550 with M.L. Construction to construct and install one new hydraulic elevator and to modernize one existing elevator at the Herbert Avenue Senior Housing Development, using Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's approved Fiscal Year 2010-2011 budget; authorize the Executive Director or his designee to approve Contract change orders not to exceed \$85,110 for unforeseen project costs, using CFP funds and following approval as to form by County Counsel; find approval of the Contract is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment. (APPROVE)

8. Approve A Supplemental Law Enforcement Services Intergovernmental Agreement With The City of Long Beach (District 4)

Recommend that the Board of Commissioners approve and authorize the Executive Director or his designee to execute and if necessary, terminate an Intergovernmental Agreement with the City of Long Beach, acting by and through the Long Beach Police Department (LBPD), to provide supplemental law enforcement services at the Carmelitos Housing Development, initially through June 30, 2012, with three additional one-year options to extend, using a total of \$448,800 and an additional \$300,000 for each annual extension period, in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD). The Intergovernmental Agreement will be effective following approval as to form by County Counsel and execution by all parties; authorize the Executive Director or his designee to execute amendments to the Intergovernmental Agreement, following approval as to form by County Counsel, to increase the compensation in an amount not to exceed \$89,760 for the initial term and an additional \$60,000 for each annual extension period, using the same source of funds, and to make other changes as needed; find approval of the Intergovernmental Agreement is exempt from the California Environmental Quality Act (CEQA) because the services will not have the potential for causing a significant effect on the environment. (APPROVE)

9. Award One-Year Contracts To Provide Countywide Asbestos And Lead Consulting Services (All Districts)

Recommend that the Board of Commissioners approve and authorize the Executive Director or his designee to execute and if necessary, terminate one-year consulting services contracts (Contracts) with six consulting firms, identified in Attachment A, to provide asbestos and lead consulting services on a project-by-project basis during the rehabilitation of affordable housing throughout the County, using a maximum aggregate amount of \$210,000 in Housing Authority funds included in the Housing Authority's approved Fiscal Year 2010-2011 budget. The Contracts will be effective following approval as to form by County Counsel and execution by all parties; authorize the Executive Director or his designee to execute amendments to the Contracts, following approval as to form by County Counsel, as may be necessary to administer the Contracts, including but not limited to extending the contract terms for up to four additional years, in one-year increments, not to exceed the aggregate amount of \$210,000 per year, using the same source of funds, and contingent upon the availability of funds for each of the four additional years; authorize the Executive Director to increase the annual aggregate Contract amount by up to \$21,000 for any unforeseen, needed services for each year that the contracts are in effect, using the same source of funds; find approval of the Contracts is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action will not have the

potential for causing a significant effect on the environment. (APPROVE)

10. Approve A Construction Contract For Elevator Modernization At The Nueva Maravilla Senior Housing Development (District 1)

Recommend that the Board of Commissioners approve and authorize the Executive Director or his designee to execute and if necessary, terminate a Construction Contract (Contract) in the amount of \$785,600 with M.L. Construction to complete the modernization of four elevators at the Nueva Maravilla senior housing development, using Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's approved Fiscal Year 2010-2011 budget; authorize the Executive Director or his designee to approve Contract change orders not to exceed \$157,120 for unforeseen project costs, using CFP funds and following approval as to form by County Counsel; find the approval of the Contract is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.(APPROVE)

11. Adopt Resolution Declaring Intent To Issue Multi-Family Housing Mortgage Revenue Bonds For Multi-Family Housing In The City Of Bell Gardens(District 1)

Recommend that the Board of Commissioners, acting as a Responsible Agency for the Terra Bella Apartments Project (Project), certify that the Housing Authority has independently considered the attached Initial Study/Mitigated Negative Declaration (IS/MND), prepared by the City of Bell Gardens as Lead Agency, and has reached its own conclusions regarding the environmental effects of the Project; and find that the mitigation measures identified in the IS/MND are adequate to avoid or reduce potential environmental impacts to below significant levels; adopt and instruct the Chair of the Board to sign a Resolution, as required under Treasury Regulations, declaring an intent by Terra Bella L.P., a California Limited Partnership, to undertake bond financing in an amount not exceeding \$14,000,000 to finance the construction and development of Terra Bella Apartments, a 65-unit multi-family rental housing development to be located at 5714-5722 Clara Street in the City of Bell Gardens; authorize the Executive Director to submit an application to the California Debt Limit Allocation Committee (CDLAC) for a private activity bond allocation in an aggregate amount not exceeding \$14,000,000 for the purposes described herein. (APPROVE)

12. Approve the 2011 Housing Commission Meeting Schedule

13. Election of Chair and Vice Chair 2011

14. Housing Commissioners Comments and Recommendations for Future Agenda Items

Housing Commissioners may provide comments or suggestions for future Agenda items.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 2 Coral Circle in the City of Monterey Park. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a **disability-related accommodation in addressing the Commission**, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (323) 890-7424, or by e-mail at donna.delvalle@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
MINUTES FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday November 17, 2010

The meeting was convened at the Housing Authority located at 12131 Telegraph Rd., Santa Fe Springs, California.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Adriana Martinez at 12:12 p.m.

ROLL CALL

Present

Absent

Adriana Martinez, Chair
Alberta Parrish, Vice Chair
Severyn Aszkenazy
Henry Porter
Zella Knight
Mary Lou Leggett
Laurence Levin

X

X
X
X
X
X

X

PARTIAL LIST OF STAFF PRESENT:

Bobbette Glover, Assistant Executive Director
Maria Badrakhn, Director, Housing Management
Margarita Lares, Director, Assisted Housing
Becky Yee, Acting Director Administrative Services

GUESTS PRESENT:

Rick Velasquez – Deputy, 4th District

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Knight, seconded by Commissioner Levin, with all additions, deletions and typographical corrections, the Minutes of the Regular Meeting of October 27, 2010, were approved, Commissioner Martinez abstaining.

Agenda Item No. 4 – Report of the Executive Director

Executive Director Sean Rogan introduced Emilio Salas as the Acting Deputy Executive Director during the recruitment period for the Deputy Executive Director position.

Acting Deputy Executive Director Emilio Salas reported the following:

Introduction of staff members: Becky Yee has been appointed Acting Director over Administrative Services Division. Tomasa Richmond is Housing Management's new Manager overseeing Area 2. Tracie Mann is the Assisted Housing Manager overseeing the Antelope Valley office. Andre Serrette is a new Assistant Manager in the Assisted Housing Division.

Emilio Salas thanked staff and the Housing Commissioners for welcoming him to his new acting position.

Rick Velasquez, Deputy, 4th District announced the appointment of Vernon "Val" Lerch as the new Housing Commissioner for the 4th District. Mr. Lerch will begin his term at the next Housing Commission meeting.

Agenda Item No. 5 Public Comments

None

Regular Agenda

On Motion by Commissioner Azkenazy, seconded by Commissioner Levin, and unanimously carried, the following was approved by the Housing Commission:

CONCURRENCE TO AUTHORIZE THE EXECUTIVE DIRECTOR TO
EXECUTE INTERAGENCY AGREEMENTS WITH LOCAL MUNICIPALITIES
AND HOUSING AGENCIES RELATING TO SUBSIDIZED HOUSING
PROGRAMS AND GRANTS AS NEEDED
(ALL DISTRICTS)
AGENDA ITEM NO. 6

1. Concur with the Board of Commissioners action to find that the execution of the interagency agreements is not subject to the provisions of the California Environmental Quality Act (CEQA) because the activities are not defined as a project under CEQA.

2. Concur with the Board of Commissioners action to authorize the Executive Director to execute the attached interagency agreement with the Housing Authority of the City of Los Angeles (HACLA), as well as interagency agreements with other municipalities and housing agencies within the County, utilizing the same or similar format, relating to subsidized housing programs as needed in order to maximize utilization of funding and allow program participants greater access to affordable housing, following approval as to form by County Counsel.
3. Concur with the Board of Commissioners action to authorize the Executive Director to amend the attached interagency agreement and future interagency agreements to extend the term and to incorporate any other administrative provisions that may be required for the purposes described above, following approval as to form by County Counsel.

On Motion by Commissioner Martinez, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

AUTHORIZE USE OF JOB ORDER CONTRACT PROGRAM AND APPROVE
CONTRACT FOR JOB ORDER CONTRACT CONSULTANT SERVICES
(ALL DISTRICTS)
AGENDA ITEM NO.7

1. Recommend that the Board of Commissioners authorize the Housing Authority to implement a Job Order Contract construction program.
2. Recommend that the Board of Commissioners authorize the Executive Director to execute and if necessary terminate a consultant services contract (Contract) with the Gordian Group for Job Order Contract consulting services to assist the Housing Authority with the development, implementation, and support of a JOC program, to be administered under a tiered pricing system at an initial fee of 5.0 percent of the dollar amount upon issuance of Notice to Proceed for each construction project work order for the first \$6 million in work orders, and 1.95 percent of the dollar amount for each construction project work order in excess of \$6 million.
3. Recommend that the Board of Commissioners find that approval of the Contract is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the action is not defined as a project under CEQA.

On Motion by Commissioner Porter, seconded by Commissioner Knight, unanimously carried, the following was approved by the Housing Commission:

**ACCEPT AN EMERGENCY SAFETY AND SECURITY FUNDING GRANT
FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
(ALL DISTRICTS)
AGENDA ITEM NO.8**

1. Recommend that the Board of Commissioners authorize the Executive Director to execute all documents required to accept from HUD a \$250,000 CFP Emergency Safety and Security Funding grant for the installation of video surveillance cameras and equipment at five South Scattered sites and at the Nueva Maravilla housing development.
2. Recommend that the Board of Commissioners find that the acceptance of an Emergency Safety and Security Funding grant is exempt from the California Environmental Quality Act (CEQA) because the activities will not have the potential for causing a significant effect on the environment.
3. Recommend that the Board of Commissioners authorize the Executive Director to incorporate \$250,000 in CFP funds into the Housing Authority's approved Fiscal Year 2010-2011 budget.

Agenda Item No. 9 – Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Knight would like everyone to remember the homeless during the holiday season.

Commissioner Knight would also like to commend Sean Rogan, Executive Director for reserving the rights for Veterans.

Commissioner Levin would like the CDC website to be consistent with which title should be used for the Housing Commission. Currently there are 3 different titles: Housing Commission, Housing Advisory Commission and Housing Advisory.

Commissioner Levin stated that he has concerns with the public's perception of the Antelope Valley.

Commissioner Leggett stated that she was glad that the Board came to a conclusion regarding agenda item #7.

Commissioner Leggett would like to wish everyone a Happy Thanksgiving and thank you for the luncheon.

Commissioner Martinez stated that the Commissioners have a responsibility to the public and she felt that the meeting was productive and enjoyed the various discussions.

Commissioner Porter would like to have the schedule for 2011 meetings voted on at the next meeting.

Commissioner Porter asked if there were any smoking policies for the public housing residents.

Director, Maria Badrakhan responded that they will be implementing a policy in the future.

Executive Director, Sean Rogan stated that he is also concerned about regulating a smoking policy and will have staff follow up on the matter.

On Motion by Commissioner Martinez the Regular Meeting of November 17, 2010, was adjourned at 2:05 pm.

Respectfully submitted,



 SEAN ROGAN

Executive Director

Secretary –Treasurer

Housing Authority - County of Los Angeles**FOR YOUR INFORMATION ONLY**

January 26, 2011

TO: Housing Commissioners

FROM: Margarita Lares, Director, Assisted Housing Division

RE: FSS PROGRAM UPDATE – DECEMBER 2010

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Public Housing residents and Housing Choice Voucher Program participants achieve economic independence and self-sufficiency.

Activities		
RECRUITMENT	4	Applications Received
	7	Applications Sent
ENROLLMENTS	2	New FSS Participants
TERMINATIONS	1	Participants Terminated from FSS: terminate from Sect. 8
	1	Participants Terminated from FSS: Contract Expired
MEETINGS		All partnership meetings have been cancelled for December due to the Holiday Schedule
WORKSHOPS Program Presentations		All partnership meetings have been cancelled for December due to the Holiday Schedule
		The FSS Program collected and provided toys and gifts to over 100 FSS families during the Annual Holiday Toy Drive
Money Smart Workshop	2	Disseminated Budget Informational Packets
REFERRALS	2	Job referral from the employment network job board
	1	CDC Home Ownership Program (HOP)
	3	WorkSource Center employment workshops and job fairs
	2	Emergency Transportation Assistance
GRADUATIONS	8	Pending requests for graduation

If you have any questions, please feel free to contact me at (562) 347-4837.


ML:AS:dt

Housing Authority - County of Los Angeles

FOR YOUR INFORMATION ONLY

December 15, 2010

TO: Housing Commissioners

FROM: Emilio Salas, Acting Deputy Executive Director 

SUBJECT: **STATUS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) COMMUNITY DEVELOPMENT BLOCK GRANT-RECOVERY (CDBG-R) PROGRAM**

The Community Development Block Grant (CDBG) Division is closely monitoring CDBG-R subrecipients to ensure that they meet the following grant requirements to:

- Spend at least 50% of their allocated funds by January 31, 2011;
- Spend all of their allocated funds by June 30, 2012; and
- Meet all grant requirements by September 30, 2012.

We are currently pacing at an appropriate level: as of December 2, 2010, \$4,094,854.49 (51.04%) of the total \$8,022,913.20 under contract has been expended.¹ Therefore, we have met the 50% drawdown for the entire CDBG-R grant two (2) months ahead of the January 31st deadline. Nevertheless, to ensure that subrecipients meet all of the aforementioned grant requirements, we continue to closely monitor their performance. Following are major actions taken since the last report:

- Monthly policy bulletins will continue to be issued through December 2010 to all CDBG-R subrecipient agencies. These bulletins show, by agency and project, how much has been spent and the amount of funds that each subrecipient must spend by January 31, 2011 to reach their 50% expenditure standard.
- To date, 60% of the 64 CDBG-R funded projects have already met the 50% drawdown standard ahead of the January 31st deadline, and 40% of the projects are completed (some below budget).
- CDBG staff is closely monitoring low-performing agencies and providing them with requisite technical assistance to ensure that they adhere to their required corrective actions which include: (a) submittal of any delinquent reimbursement requests; and (b) adherence to the project implementation and expenditure target dates stated in their action plans.

DJ:TG:AC:ec

H:TG\ARRA\ARRA Status Report For CDBG-R (As of December 2010)

¹ We executed reimbursable contracts with our CDBG-R subrecipients. Therefore, the "expended" amount is a conservative dollar figure because it represents only the funds that our subrecipients have claimed and that we have reimbursed to them. Also, some CDBG-R funded cities and County Departments submit funding requests on a bi-monthly, instead of on a monthly basis.


Housing Authority - County of Los Angeles

FOR YOUR INFORMATION ONLY

December 15, 2010

TO: Housing Commissioners

FROM: Emilio Salas, Acting Deputy Executive Director



SUBJECT: STATUS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

The Homelessness Prevention and Rapid Re-Housing Program (HPRP) is a collaborative effort among the Community Development Commission (CDC), the Chief Executive Office (CEO), implementing County Departments, local Non-Profit Organizations, and the Los Angeles Homeless Services Authority (LAHSA). Actions since the last report include the following:

- To date, \$2,020,133 (16.56%) of the \$12,197,108 budget has been expended.
- The next HPRP monthly meeting will be held on December 14, 2010.
- All non-profit partners have an executed contract and have begun providing HPRP services.
- By the end of December 2010, information on the HPRP Program will be televised through a "graphic still" on the County Cable Station.

DJ:TG:AC:ec

H:TG\ARRA\ARRA Status Report For HPRP (As of December 2010)

January 26, 2011

TO: Housing Commissioners

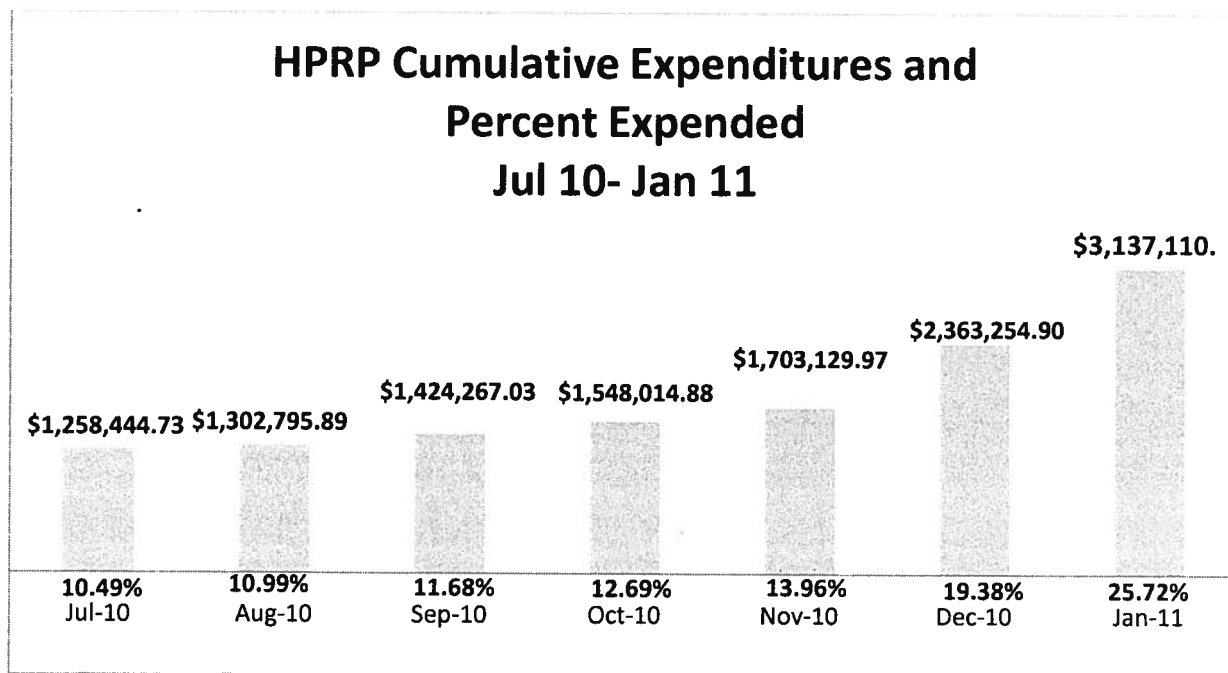
FROM: Emilio Salas, Acting Deputy Executive Director

SUBJECT: **STATUS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 HOMELESSNESS PREVENTION AND RAPID RE-HOUSING (HPRP) PROGRAM**

The Homelessness Prevention and Rapid Re-Housing Program (HPRP) is a collaborative effort among the Community Development Commission (CDC), the Chief Executive Office (CEO), implementing County Departments, local Non-Profit Organizations, and the Los Angeles Homeless Services Authority.

Actions since the last report include the following:

- To date, \$3,137,110.79 (25.72%) of the \$12,197,108 budget has been expended.
- As of December 7, 2010, 808 households (1,576 persons) have been served.
- The HPRP monthly meeting was held on January 11, 2011.




DJ:TG:AC:ec

H:TGVARRAARRA Status Report For HPRP (As of January 2011)

January 26, 2011

TO: Housing Commissioners

FROM: Emilio Salas, Acting Deputy Executive Director 

SUBJECT: STATUS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) COMMUNITY DEVELOPMENT BLOCK GRANT-RECOVERY (CDBG-R) PROGRAM

The Community Development Block Grant (CDBG) Division is closely monitoring CDBG-R subrecipients to ensure that they meet the following grant requirements:

- Spend at least 50% of their allocated funds by January 31, 2011;
- Spend all of their allocated funds by June 30, 2012; and
- Meet all grant requirements by September 30, 2012.

We are currently pacing at an appropriate level. As of December 12, 2010, \$4,380,873.82 (55.4%) of the total \$7,907,185.20 under contract has been expended.¹ Therefore, we have met the 50% drawdown for the entire CDBG-R grant ahead of the January 31, 2011 deadline. Nevertheless, to ensure that subrecipients meet all of the aforementioned grant requirements, we continue to closely monitor their performance. Following are major actions taken since the last report:

- Monthly policy bulletins will continue to be issued through January 2011 to all CDBG-R subrecipient agencies. These bulletins show, by agency and project, how much has been spent and the amount of funds that each subrecipient must spend by January 31, 2011 to reach their 50% expenditure standard.
- To date, 44 (70%) of the 63 CDBG-R funded projects have already met the 50% drawdown standard ahead of the January 31st deadline; of these, 26 (41%) are completed. Some of these projects were completed below budget, and the excess remaining will be recaptured and reallocated to existing CDBG-R activities.
- CDBG staff is closely monitoring low-performing agencies and providing them with requisite technical assistance to ensure that they adhere to their required corrective actions which include: (a) submittal of any delinquent reimbursement requests; and (b) adherence to the project implementation and expenditure target dates stated in their action plans.

DJ:TG:AC:ec
H:TG\ARRA\ARRA Status Report For CDBG-R (As of January 2011)

¹ We executed reimbursable contracts with our CDBG-R subrecipients. Therefore, the "expended" amount is a conservative dollar figure because it represents only the funds that our subrecipients have claimed and that we have reimbursed to them. Also, some CDBG-R funded cities and County Departments submit funding requests on a bi-monthly, instead of on a monthly basis.

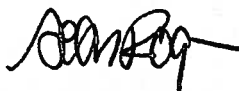
Community Development Commission

FOR YOUR INFORMATION ONLY

December 31, 2010

TO: Each Supervisor

FROM: Sean Rogan, Executive Director



SUBJECT: UPDATE ON THE PURSUIT AND IMPLEMENTATION OF FUNDING MADE AVAILABLE IN H.R. 1, THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009

On March 31, 2009, the Board of Supervisors (Board) requested that the Community Development Commission/Housing Authority of the County of Los Angeles (CDC/HACoLA) report on the efforts to apply for, or take the necessary steps to accept, each category of funding contained within ARRA that the CDC/HACoLA is eligible to receive, either by formula or by competitive grant application. In all, the CDC/HACoLA was awarded \$33,603,148 of the \$114,312,431 applied for.

Funding Awarded

PUBLIC HOUSING CAPITAL FUND (CF)

Funding Amount: \$7,401,512 (by formula)

Award of Funds: On March 31, 2009, the Board of Commissioners approved a motion to accept the grant funds, and funding became available to the HACoLA on May 14, 2009.

Use of Funds: The funds are being used for security improvements, energy efficiency work measures, preventive maintenance, and general improvements at 12 public housing developments comprised of 2,500 public housing units. As a direct result of CF formula activities, the HACoLA has reported a total of 73 full-time equivalent jobs (that were created or retained) through the 1st Quarter of Program Year (PY) 2010-2011 to FederalReporting.gov.

Expenditure Levels: As of December 17, 2010, the HACoLA had expended \$6,413,567 of the \$7,401,512 obligated.

Provisions: The HACoLA must obligate 100% of the funds within 1 year, expend 60% of the funds in 2 years, and complete 100% of the fund expenditures in 3 years. The HACoLA has met the mandatory obligation deadline.

Funding Amount: \$5,924,000 (Applied for \$22,399,000 by competition.)

Award of Funds: On June 22, 2009, the HACoLA applied for \$16,475,000 in funding for improvements addressing the needs of the elderly and/or people with disabilities and public housing transformation. Additionally, on July 21, 2009, the HACoLA applied for \$5,924,000 in funding for energy efficient/green community projects.

Use of Funds: The HACoLA was only awarded funding in the 'Creation of an Energy Efficient Green Community' category in the amount of \$5,924,000. Funds were granted on September 29, 2009, and are being used at the Nueva Maravilla housing development to reduce energy costs, generate resident and HACoLA energy savings, and reduce greenhouse gas emissions attributable to energy consumption. A total of 20 full-time equi-

valent jobs were created or retained through the 1st Quarter PY 2010-2011 and have been reported to FederalReporting.gov.

Expenditure Levels: On December 1, 2009, the Board approved the acceptance of the funds. As of December 17, 2010, the HACoLA had expended \$1,218,562 of the \$5,924,000 obligated.

Provisions: The HACoLA must obligate 100% of the funds within 1 year of the date in which funds become available for contracts. The U.S. Department of Housing and Urban Development (HUD) requires the HACoLA to use at least 60% of the funds within 2 years and 100% of the funds within 3 years. The HACoLA has met the mandatory obligation deadline.

COMMUNITY DEVELOPMENT BLOCK GRANT-RECOVERY (CDBG-R)

Funding Amount: \$8,080,528 (by formula)

Award of Funds: The CDC submitted an amendment to the CDBG PY 2008 Action Plan (as required by ARRA) on June 5, 2009, after receiving approval from the Board on June 2, 2009. The CDC received the CDBG-R Grant Agreements on August 26, 2009.

Use of Funds: The CDC worked with the agencies affected by CDBG/ARRA regulations and submitted a final list of projects for approval to HUD on August 13, 2009, and the Board on August 18, 2009. Both HUD and the Board approved the list for the CDC's CDBG-R Program. Project activities include public improvements, housing rehabilitation, economic development, public services, and administration. During the 1st Quarter of PY 2010-2011, the following activities were completed: rehabilitation of 53 housing units, construction of 2 Americans with Disabilities Act (ADA) sidewalk improvement projects serving 381 people, removal and replacement of the roof on a gymnasium serving a low- and moderate-income area with 14,902 residents, and installation of exterior signs for 2 businesses serving a low- and moderate-income community with 43,594 residents. In addition, the CDC has reported the creation or retention of 861 jobs, which corresponds to 72.55 full-time equivalent positions to date.

Expenditure Levels: As of December 20, 2010, the CDC had expended \$4,192,005.

Provisions: The CDC must use all CDBG-R funds by September 30, 2012.

HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

Funding Amount: \$12,197,108 (by formula)

Award of Funds: The CDC submitted a completed application to HUD on May 18, 2009, which was subsequently approved the following June. Trainings on reporting, program monitoring, and general implementation were held for the applicable County Departments on August 19, 2009, and the CDC received the HPRP Grant Agreements on August 20, 2009.

Use of Funds: Implementation of HPRP began on October 1, 2009; and the Departments of Public Social Services, Consumer Affairs, Community and Senior Services, and the Los Angeles Homeless Services Authority (LAHSA) have been working collaboratively to deliver assistance to those in need. In addition, Neighborhood Legal Services began offering legal assistance and representation to persons and families with unlawful detainers on November 1, 2009.

On August 31, 2010, the Board of Commissioners gave approval for 3 non-profit organizations to receive funding to provide HPRP services, and added 19 previously unserved cities that did not receive federal or state HPRP funds within the County. The agencies have begun implementation and are being integrated into the HPRP structure. We continue to provide training and guidance to County Departments and non-profit staff for consistent service delivery to those in need.

We have found that some clients are in continued need for HPRP assistance and will revise procedures to allow for the maximum amount of assistance to be provided (18 months of temporary housing subsidies). Also, service providers will assist persons on CalWORKS that are HPRP eligible, as long as there is no duplication of services. HUD continues to relax the guidance to open up the HPRP to more participants, especially persons who are literally homeless. The CDC will continue to streamline the County's program to achieve further outreach and expenditures.

The number of clients assisted continues to increase. From program start through December 7, 2010, 1,576 persons from 808 households have been assisted. (This number is based on the data entered into the Homeless Management Information System (HMIS) on the number of people served.) Further, the CDC reported the creation or retention of 411 jobs to FederalReporting.gov, which corresponds to 50.41 full-time equivalent positions as of the 1st Quarter of PY 2010-2011.

Expenditure Levels: As of December 23, 2010, the CDC had expended \$2,639,702.

Provisions: HUD requires that 60% of the funds be used within 2 years, and 100% in 3 years.

Unsuccessful Grant Applications

GREEN RETROFIT PROGRAM FOR MULTIFAMILY HOUSING

Funding Amount: Applied for \$2,260,000 by competition.

Award of Funds: The HACoLA submitted applications for the Kings Road and Lancaster Homes Housing Developments on June 15, 2009. The HACoLA did not receive this grant.

Use of Funds: Had the HACoLA been awarded, the funds would have been used for the modernization and rehabilitation of the Kings Road and Lancaster Homes developments.

JUVENILE JUSTICE AND CRIME PREVENTION ACT PROGRAM (JJCPA)/EDWARD BYRNE MEMORIAL COMPETITIVE GRANT PROGRAM

Funding Amount: Applied for \$974,283 by competition.

Award of Funds: The CDC submitted an application on April 27, 2009. The CDC did not receive this grant.

Using the Funds: Had the CDC been awarded, the funds would have been used to support existing JJCPA programs.

Each Supervisor
December 31, 2010
Page 4

NEIGHBORHOOD STABILIZATION PROGRAM 2 (NSP2)

Funding Amount: Applied for \$61,000,000 by competition.

Use of Funds: Had the CDC been awarded, the funds would have been used to supplement the NSP1 program, which includes the HERO program and Rental Infill Sites activities for tenants below 50% of the area median income (AMI).

If you have any questions, please contact me at (323) 890-7400, or Terry Gonzalez, Director, CDBG Division, at (323) 890-7150.

SR\TG\SH\nm

K:\CDBG Common\IGR-PIARRA Board Memo\December '10 ARRA Memo

Attachment

c: Each Deputy

Brence Culp, Chief Deputy Chief Executive Officer, Chief Executive Office
Ellen Sandt, Deputy Chief Executive Officer, Chief Executive Office
Kathy House, Assistant Chief Executive Officer, Chief Executive Office
Sachi A. Hamai, Executive Officer/Clerk Board of Supervisors
Lisa Rizzo, Principal Analyst, Chief Executive Office
Scott Wiles, Special Assistant, Chief Executive Office
Libby Boyce, Homeless Services Coordinator, Chief Executive Office

The CDC/HACoLA American Recovery and Reinvestment Act of 2009 (ARRA) Final Award Amounts					
	ARRA GRANT OPPORTUNITY	FUNDING AGENCY	FORMULA AMOUNT/ \$ APPLIED FOR	AMOUNT AWARDED	GRANT AGREEMENT*
1	Capital Fund (formula)	HUD	\$7,401,512	\$7,401,512	Yes
2	Capital Fund (competitive) - Disabilities Category	HUD	\$9,235,000	Did Not Receive	No
3	Capital Fund (competitive) - PH Transformation	HUD	\$7,240,000	Did Not Receive	No
4	Capital Fund (competitive) - Green Technology	HUD	\$5,924,000	\$5,924,000	Yes
5	Community Development Block Grant - Recovery	HUD	\$8,080,528	\$8,080,528	Yes
6	Neighborhood Stabilization Program 2	HUD	\$61,000,000	Did Not Receive	No
7	Homeless Prevention and Rapid Re-Housing Program	HUD	\$12,197,108	\$12,197,108	Yes
8	Green Retrofit Program for Multifamily Housing	HUD	\$2,260,000	Did Not Receive	No
9	Edward Byrne Memorial Competitive Grant	DOJ	\$974,283	Did Not Receive	No
Total Awarded Under ARRA			\$33,603,148		

*Grant Agreement Received – Funds available for drawdown at U.S. Treasury.

FOR YOUR INFORMATION ONLY

From: Elisa Vasquez
Sent: Tuesday, January 18, 2011 8:40 AM
To: Directors/Managers
Cc: Blair Babcock; Daniel Rofoli; Debra Solis; Elisa Vasquez; Geoffrey Siebens; Gloria Ramirez; Grace Thamawatanakul; Lynna Ochoa; Marcie Chavez; Meiwen Fang; Nicholas Teske; Pat Case; Raymond Webster; Robin Pointer; Samantha Harrison
Subject: Legislative Update

Hello,

Below please find an update on State and Federal legislative activity of interest to the CDC. Please let me know if you have any questions.

State Budget

Governor Brown released an aggressive budget last week that proposes to change the role that State and local governments play in development activities by eliminating State tax benefits for enterprise zones and phasing out the current funding mechanism for redevelopment agencies (see further detail below). Additionally, he plans to ask the voters to approve more taxes later this year, stating "Since it will take some time to fully implement these [budgetary] changes, I propose to ask the voters for a five-year extension of several current taxes so that we can restructure in an orderly manner."

The Governor's spending plan assumes that all statutory changes to implement budgetary actions will be adopted by the legislature in March, allowing the necessary ballot measures to be put before the people at a June special election. Additional budget detail is expected to be released this week.

State Cuts to Redevelopment Funding

The Governor's Budget proposes a new approach to fund economic development activities at the local level and phases out the current funding mechanism for redevelopment agencies. The CEO's analysis of the State budget notes that this will give millions in property tax revenues to the County to sustain functions such as law enforcement, fire protection, and education.

The funds would go to the State for FY 2011, but for all years following they would be sent to the local level for general uses. IGR and ER have been proactively gathering information, meeting with advocates, and talking with the CEO on strategies to oppose this devastating part of Governor Brown's budget proposal.

FY 2012 Congressional Appropriations

Although we won't see any action on the FY 2011 budget until after the current Continuing Resolution expires in March, the President is gearing up to release his FY 2012 budget next month. Unfortunately our member organizations are reporting that he's already included a 5% cut across the board, and additional cuts are being discussed (such as 25% reduction in CDBG's budget). We expect to see the document the week of February 14, 2011.

We've also heard that the House is pushing for a \$50 billion reduction in the second half of the FY 2011 budget. In this, funding for the Operating/Capital Fund, CDBG, homeless assistance, and Section 8 might be reduced as low as FY 2006 levels (not just the FY 2008 levels as were previously rumored). IGR is working with the PLC, our D.C. Advocates, and our local cities to advocate against both FY 2011 and FY 2012 reductions.

112th Congress

With the House returning from recess today but the Senate still out until January 25, the capital is

returning to its normal rhythm for the first few weeks of a new Congress. Both parties are in the process of refining their message for the new year, wondering about the current state of their leadership, and putting their legislative agendas together. Several bills have been introduced in the House proposing Committee leadership, but thus far no official positions have been announced.

We'll continue to monitor and report on these and any other legislative matters of impact to the CDC.

Elisa

Elisa E. Vásquez, Manager
Intergovernmental Relations/Public Information
Community Development Commission/
Housing Authority of the County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755
phone: 323.890.7415
fax: 323.890.8580

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan

Executive Director

January 26, 2011

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 S Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE A CONSTRUCTION CONTRACT FOR THE BRIGHT FUTURES CHILD
DEVELOPMENT CENTER PROJECT
(DISTRICT 2)**

SUBJECT

This letter recommends approval of a Construction Contract with Global Modular, Inc. for the rehabilitation of the Bright Futures Child Development Center located at 10911 South Vermont Avenue in unincorporated West Athens/Westmont.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute and if necessary, terminate a Construction Contract (Contract) in the amount of \$562,228 with Global Modular Inc., for the rehabilitation of the Bright Futures Child Development Center, using \$186,269 in Community Development Block Grant (CDBG) funds allocated to the Second Supervisorial District and \$250,731 in CDBG countywide funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget, and \$125,228 in California State Department of Education (CDE) funds provided by the Los Angeles Child Development Consortium (LACDC) to be incorporated into the Housing Authority's Fiscal Year 2010-2011 approved budget.
2. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not to exceed \$112,445 for unforeseen project costs, using CDE funds to be provided by the LACDC and following approval as to form by County Counsel.



3. Recommend that the Board of Commissioners find that the approval of the Contract is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Bright Futures Child Development Center modular building was installed in 1997 and is under the operation of the LACDC. The site provides a full-time pre-school for approximately 67 children and a part-time pre-school for approximately 48 children, all funded by the California State Department of Education. The scope of work for the proposed Contract includes demolition of existing modular buildings, installation of new modular buildings, and all associated electrical, mechanical, and plumbing work; exterior site improvements including re-grading, installation of catch basins and trench drains, repair and re-stripping of the existing parking lot, landscape and irrigation work, construction of a bio-retention area, and all associated work.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the \$562,228 Contract partially with \$186,269 in CDBG funds allocated to the Second Supervisorial District and \$250,731 in CDBG countywide funds. All CDBG funds are allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget. The remainder of the Contract amount will be funded with \$125,228 in CDE funds provided by the LACDC, to be incorporated into the Housing Authority's approved Fiscal Year 2010-2011 budget.

A 20% contingency, in the amount of \$112,445, is also being set aside for unforeseen costs, using CDE funds provided by the LACDC. This contingency is recommended because exterior site improvements often involve unforeseen conditions that extend further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Global Modular Inc. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(iii), this action is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the CEQA pursuant to State CEQA Guidelines Section 15301 because it does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On November 4, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Announcements were sent to 354 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in one local newspaper and on the County and Housing Authority websites.

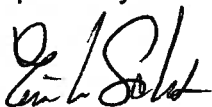
On December 6, 2010, three bids were received and two bids were formally opened. The bid submitted by Design Space Modular Buildings arrived after the bid opening time and is therefore considered non-responsive. The lowest bid, submitted by B.U.N.D.Y., did not meet the minimum mandatory requirements for the project and is considered non-responsive for failure to acknowledge an addendum to the bid documents. The second lowest bid, submitted by Global Modular Inc., was determined to be the lowest responsive and responsible and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT

The Contract will substantially rehabilitate the Bright Futures Child Development Center and will continue to provide children with decent, safe and sanitary conditions.

Respectfully submitted,



for SEAN ROGAN
Executive Director

Enclosures

Bright Futures Child Development Center Project



Existing modular building and its foundation will be demolished and a new modular structure will be installed and set on new foundation. New landscape and irrigation work will be completed.



Existing parking area will receive new AC paving and restriping. Wrought iron fence and gate will be preserved and painted.

Bright Futures Child Development Center Project



Existing concrete paved area will be regraded for proper drainage and new catch basins will be installed.



Regrading and replanting of grass or turf in rear of the property. New drainage will be towards the south side into the new catch basin.

ATTACHMENT A

Summary of Outreach Activities

Bright Futures Child Development Center Rehabilitation Project

On November 4, 2010, the following outreach was initiated to identify a contractor for the rehabilitation of the Bright Futures Child Development Center located at 10911 South Vermont Avenue in unincorporated West Athens/Westmont.

A. Newspaper Advertising

Announcements appeared in the following local newspaper:

Los Angeles Times

An announcement was also posted on the County and Housing Authority websites.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to email out Invitations for Bids to 354 contractors, of which 159 identified themselves as businesses owned by minorities or women (private firms which are 60 percent owned by minorities or women, or publicly-owned businesses in which 56 percent of the stock is owned by minorities or women). As a result of the outreach, four bid packages were requested by contractors.

C. Pre-Bid Conference and Site Walk

On November 15, 2010 a mandatory pre-bid conference and site walk was conducted. Eighteen firms were in attendance.

D. Bid Results

On December 6, 2010, three bids were received and two bids were formally opened. The third one was submitted after the bid opening time and therefore, was rejected and recorded as a late bid. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Global Modular Inc.	\$914,202.00
B.U.N.D.Y.	\$855,000.00
Design Space Modular Buildings	LATE BID

Note: The \$914,202 bid includes a \$351,974 cost for the construction of the modular buildings at the Bright Future Child Care Center. The \$351,974 will be a separate contract between Global Modular Inc. and the LACDC. The contract

amount between the Housing Authority and Global Modular Inc. is the remaining \$562,228 bid amount.

E. Minority/Female Participation – Selected Contractor and Subcontractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Global Modular Inc.	Non-Minority	Total: 84 70 Minorities 3 Women 83% Minorities 4% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
B.U.N.D.Y.	Non-Minority	Total: 2 0 Minorities 1 Woman 0% Minority 50% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Bright Futures Child Care Center Rehabilitation Project
Location: 10911 South Vermont Ave, CA 90044
Bid Number: CDC10-039
Bid Date: December 6, 2010
Contractor: Global Modular Inc.
Services: The scope of work for the Bright Futures Child Care Center Rehabilitation project includes demolition of existing modular buildings, construction and installation of new modular buildings and all associated electrical, mechanical, and plumbing work; site improvements include re-grading, installation of catch basins and trench drains, repair and re-stripping of existing parking lot, landscape and irrigation work, construction of bio-retention area, and all associated work.

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Drawings and Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; Part D – Supplementary General Conditions & Additional Requirements; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred and fifty (150) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **One Thousand Dollars and Zero Cents (\$1,000.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Five Hundred Sixty Two Thousand Two Hundred and Twenty Eight Dollars (\$562,228)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$112,445



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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

January 26, 2011

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 S Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE A CONSTRUCTION CONTRACT FOR ELEVATOR MODERNIZATION AT
THE HERBERT AVENUE SENIOR HOUSING DEVELOPMENT
(DISTRICT 1)**

SUBJECT

This letter recommends approval of a Contract with M.L. Construction to construct and install one new hydraulic elevator and to modernize one existing elevator at the 46-unit Herbert Avenue senior housing development located at 133 Herbert Avenue in unincorporated East Los Angeles.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissions approve and authorize the Executive Director or his designee to execute and if necessary, terminate a Construction Contract (Contract) in the amount of \$425,550 with M.L. Construction to construct and install one new hydraulic elevator and to modernize one existing elevator at the Herbert Avenue senior housing development, using Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.
2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to approve Contract change orders not to exceed \$85,110 for unforeseen project costs, using CFP funds and following approval as to form by County Counsel.
3. Recommend that the Board of Commissioners find that the approval of the Contract is exempt from the provisions of the California Environmental



Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to construct and install one new hydraulic elevator and to modernize one existing elevator, including all accessories; electrical, plumbing, waterproofing, fire alarm, drywall, painting and all associated work at the 46-unit Herbert Avenue senior housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$425,550 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

A 20% contingency, in the amount of \$85,110 is being set aside for unforeseen costs, using the same source of funds. This contingency is recommended because elevator construction and modernization often involves unforeseen conditions that extend further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, M.L. Construction will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a) (3)(ii), this project is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On October 25, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Announcements were sent to 156

Honorable Housing Commissioners
January 26, 2011
Page 3

contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight newspapers and on the County and Housing Authority websites. Four bid packages were requested and distributed.

On November 23, 2010, three bids were received and formally opened. M.L. Construction submitted the lowest bid and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT

The award of the Contract will modernize the Herbert Avenue senior housing development by providing residents with one new hydraulic elevator and the modernization of one existing elevator. These improvements will conserve energy, increase cost savings to the Housing Authority and improve services to the residents.

Respectfully submitted,



for SEAN ROGAN
Executive Director

Enclosures

Herbert Seniors Elevators Project



Herbert Seniors Building



Existing elevator at first floor. The site has one elevator.

Herbert Seniors Elevators Project



New elevator will be located at second bay openings from the left. Existing elevator is located at right side.



Elevators will have interior finishes as shown during the modernization of the Carmelitos Seniors elevator. All interiors will be upgraded per ADA

ATTACHMENT A

Summary of Outreach Activities

On October 25, 2010, the following outreach was initiated to identify a contractor to complete the construction and installation of one new hydraulic elevator and the modernization of one existing elevator, including all accessories; electrical, plumbing, waterproofing, fire alarm, drywall, painting, and all associated work at the Herbert Avenue senior housing development located at 133 Herbert Avenue in unincorporated East Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Los Angeles Times (Full Run)	Dodge Construction News/Green Sheet
Los Angeles Sentinel	Eastern Group Publications
International Daily News	The Daily News
La Opinion	
WAVE Community Newspapers-Zone Long Beach Area only	

An announcement was also posted on the County and Housing Authority websites.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to send announcements to 156 contractors, of which 89 identified themselves as businesses owned by minorities or women (private firms which are 60 percent owned by minorities or women, or publicly-owned businesses in which 56 percent of the stock is owned by minorities or women). As a result of the outreach, four packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On November 2, 2010, a mandatory pre-bid conference and site walk was conducted. Ten firms were in attendance.

D. Bid Results

On November 23, 2010, a total of three bids were received and publicly opened.

The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
M.L. Construction	\$425,550.00
WE Construction	\$538,500.00
High-Tech Builders, Inc.	\$988,000.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
M.L. Construction	Non-Minority	Total: 17 6 minorities 1 woman 35% minorities 6% women
Superior Alliance Elevator Corp. (Elevator Sub-contractor)	Non-Minority	Total: 14 4 minorities 2 women 28% minorities 14% women
Nairi Gevorkian (Electrical Sub-contractor)	Non-Minority	Total: 8 3 minorities 1 woman 37% minorities 12% women
Jam Corporation. (Fire Alarm Sub-contractor)	Non-Minority	Total: 73 49 minorities 5 women 67% minorities 7% women
V & M Iron Works (Carpentry Sub-contractor)	Minority	Total: 8 4 minorities 2 women 50% minorities 25% women
Kron Heating & AC (HVAC Sub-contractor)	Non-Minority	Total: 6 1 minority 1 woman 17% minorities 17% women

F. Minority/Women Participation - Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
WE Construction Inc.	Minority	Total: 5 5 minorities 0 women 100% minorities 0% women
High-Tech Builders Inc.	Minority	Total: 15 14 minorities 2 women 93% minorities 13% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Herbert Avenue Senior Elevator Modernization Project

Location: 133 Herbert Avenue, Los Angeles, California 90063

Bid Number: CD-09-170

Bid Date: November 23, 2010

Contractor: M.L. Construction

Services: Construction and installation of one new hydraulic elevator and modernization of one existing elevator, including all accessories; electrical, plumbing, waterproofing, fire alarm, drywall, painting, and all associated work.

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Notice to Proceed and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within three hundred and fifty (350) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Four Hundred Twenty Five Thousand Five Hundred Fifty Dollars and Zero Cents (\$425,550)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: **\$85,110**



**HOUSING AUTHORITY
of the County of Los Angeles**

ASSISTED HOUSING DIVISION

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

January 26, 2011

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 S Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE A SUPPLEMENTAL LAW ENFORCEMENT SERVICES
INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF LONG BEACH
(DISTRICT 4)**

SUBJECT

This letter recommends approval of an Intergovernmental Agreement with the City of Long Beach, acting by and through the Long Beach Police Department, to provide supplemental law enforcement services at the Carmelitos housing development located at 1000 Via Wanda in the City of Long Beach.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners approve and authorize the Executive Director or his designee to execute and if necessary, terminate an Intergovernmental Agreement with the City of Long Beach, acting by and through the Long Beach Police Department (LBPD), to provide supplemental law enforcement services at the Carmelitos housing development, initially through June 30, 2012, with three additional one-year options to extend, using a total of \$448,800 and an additional \$300,000 for each annual extension period, in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD). The Intergovernmental Agreement will be effective following approval as to form by County Counsel and execution by all parties.
2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to execute amendments to the Intergovernmental Agreement, following approval as to form by County Counsel, to increase



the compensation in an amount not to exceed \$89,760 for the initial term and an additional \$60,000 for each annual extension period, using the same source of funds, and to make other changes as needed.

3. Recommend that the Board of Commissioners find that approval of the Intergovernmental Agreement is exempt from the California Environmental Quality Act (CEQA) because the services will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to approve an Intergovernmental Agreement with the City of Long Beach, acting by and through the LBPd, to provide supplemental law enforcement services at the Carmelitos housing development, to address illegal drug and gang activity and other security needs.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The maximum amount for the Intergovernmental Agreement will not exceed \$448,800 for the initial term (through June 30, 2012), plus an additional \$300,000 for each annual extension period. The Housing Authority will fund the Intergovernmental Agreement for the remainder of Fiscal Year 2010-2011 using \$132,000 in Conventional Public Housing Program funds included in the Housing Authority's approved Fiscal Year 2010-2011 budget. For Fiscal Year 2011-2012, the Housing Authority will fund the Intergovernmental Agreement with \$316,800 in Conventional Public Housing Program funds to be included in the Housing Authority's Fiscal Year 2011-2012 budget.

A 20% contingency in the amount of \$89,760 for the initial term and an additional \$60,000 for each annual extension period is also being set aside for any unforeseen costs and/or criminal activity, using the same source of funds.

FACTS AND PROVISIONAL/LEGAL REQUIREMENTS

The Intergovernmental Agreement will provide supplemental law enforcement services for the Carmelitos housing development. The Carmelitos housing development consists of 713 units, of which 558 are family units and 155 are senior units. Beginning on June 1994, the Board of Commissioners approved a three-year contract, which retained the services of the LBPd for supplemental law enforcement services at the Carmelitos housing development. The LBPd was subsequently awarded four additional three-year contracts. Supplemental law enforcement services are law enforcement services of a different character and/or to a different extent than those provided to the public generally.

Services provided under this Intergovernmental Agreement will include: identifying persons involved in drug, gang and other criminal activity; developing and implementing strategies to address crime; patrol of the Carmelitos housing development by car, bike and on foot; continuation of a community policing program with residents; issuing parking and traffic citations; conducting regular, special, and undercover investigations; conducting felony and misdemeanor arrests; preparing and submitting daily and monthly reports to Housing Authority management; implementing crime prevention and intervention programs; and attending monthly Anti-Drug/Gang Task Force meetings and other meetings as requested by the Housing Authority. Services will be performed by two officers, each working 40 hours per week.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, the City of Long Beach, acting by and through the LBPD, must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low-and very-low income persons, particularly to person who are recipients of HUD housing assistance.

The Intergovernmental Agreement has been approved as to form by County Counsel and will be executed by City of Long Beach, acting through the LBPD. On January 4, 2011, the Long Beach City Council approved the Intergovernmental Agreement.

ENVIRONMENTAL DOCUMENTATION

These services are excluded from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), because they involve activities that will not have a physical impact on or result in any physical changes to the environment. The activities are also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

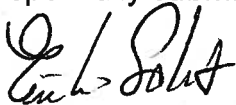
As authorized by Title 24 CFR 85.36 (b)(5) and outlined in the Housing Authority's procurement policies, the Housing Authority may enter into an intergovernmental agreement with another government agency to procure common goods and services.

Honorable Housing Commissioners
January 26, 2011
Page 4

IMPACT ON CURRENT SERVICES

The Intergovernmental Agreement will provide supplemental law enforcement services at the Carmelitos housing development in order to ensure the safety of the residents.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sean Rogan", written in a cursive style.

for SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Intergovernmental Agreement Summary

Project Name: Carmelitos Supplemental Law Enforcement Services (Community Policing Program) will be provided by the City of Long Beach through the LBPD at work location: 1000 Via Wanda, Long Beach, CA 90805.

Bid Number: Not Applicable

Bid Date: Not Applicable

Contractor: City of Long Beach

Services: The Intergovernmental Agreement will provide supplemental law enforcement services for the Carmelitos residents. Two Community Policing Program officers will identify persons involved in drug, gang and other criminal activity and address the problems through patrol, investigations, prevention and intervention programs and in collaboration with other criminal justice agencies.

Intergovernmental Agreement Term: The work to be performed under this Intergovernmental Agreement shall be commenced upon execution of the Agreement by all parties and end June 30, 2012. This Intergovernmental Agreement may be extended up to three times in one-year increments.

Liquidated Damages: Not Applicable

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Intergovernmental Agreement the sum of **Four Hundred Forty Eight Thousand Eight Hundred Dollars and Zero Cents (\$448,800)** and an additional **Three Hundred Thousand Dollars and Zero Cents (\$300,000)** for each annual extension period.

Intergovernmental Contingency: **\$89,760** and an additional **Sixty Thousand Dollars and Zero Cents (\$60,000)** for each annual extension period.



**HOUSING AUTHORITY
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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

January 26, 2011

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 S Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**AWARD ONE-YEAR CONTRACTS TO PROVIDE COUNTYWIDE
ASBESTOS AND LEAD CONSULTING SERVICES
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of six consulting services contracts for asbestos and lead consulting services on a project-by-project basis during the rehabilitation of affordable housing throughout the County.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners approve and authorize the Executive Director or his designee to execute and if necessary, terminate one-year consulting services contracts (Contracts) with six consulting firms, identified in Attachment A, to provide asbestos and lead consulting services on a project-by-project basis during the rehabilitation of affordable housing throughout the County, using a maximum aggregate amount of \$210,000 in Housing Authority funds included in the Housing Authority's approved Fiscal Year 2010-2011 budget. The Contracts will be effective following approval as to form by County Counsel and execution by all parties.
2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to execute amendments to the Contracts, following approval as to form by County Counsel, as may be necessary to administer the Contracts, including but not limited to extending the contract terms for up to four additional years, in one-year increments, not to exceed the aggregate amount of \$210,000 per year, using the



same source of funds, and contingent upon the availability of funds for each of the four additional years.

3. Recommend that the Board of Commissioners authorize the Executive Director to increase the annual aggregate Contract amount by up to \$21,000 for any unforeseen, needed services for each year that the contracts are in effect, using the same source of funds.
4. Recommend that the Board of Commissioners find that approval of the Contracts is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to enter into Contracts with six consulting firms to provide asbestos and lead consulting services for the rehabilitation of affordable housing throughout the County.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund.

The Contracts will be funded using an annual maximum aggregate amount of \$210,000 for all six contracts. After the first year, the Housing Authority may extend the Contracts for up to four additional years, in one-year increments, not to exceed an aggregate amount of \$210,000 per year, using the same source of funds and contingent upon the availability of funds for each of the four additional years.

A 10% contingency in the maximum aggregate amount of \$21,000 per year is also being set-aside for unforeseen costs and projects.

Funds for these Contracts are included in the Housing Authority's approved Fiscal Year 2010-2011. Funds for all future years will be included for approval in the Housing Authority's annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Asbestos Hazard Emergency Response Act, the National Emissions Standards for Hazardous Air Pollutants, and the South Coast Air Quality Management District have established regulatory requirements for the testing and abatement of asbestos. The U.S. Department of Housing and Urban Development (HUD) has established requirements for the reduction of lead-based hazards in federally assisted projects. In addition, the Toxic Substances Control Act, the federal Occupational Health and Safety Administration, the California Code of Regulations, and the California Environmental

Protection agency have established regulatory requirements for the testing and abatement of lead.

The proposed Contracts define the asbestos consulting services to be performed by the six consulting firms identified in Attachment A. Over the initial one-year term, as required during the development and rehabilitation of affordable housing, commercial and other facilities, the firms will conduct the following activities: asbestos surveys; project design and monitoring (including review of construction contract documents, plans and specifications); limited (component-specific) sampling; abatement feasibility studies; pre-abatement (baseline) testing; cost estimates; on-site abatement monitoring during construction; clearance testing; and waste handling and disposal.

The proposed Contracts also define the lead abatement consulting services to be performed by the six consulting firms identified in Attachment A. Over the initial one-year term, as required during the development and rehabilitation of affordable housing, commercial and other facilities, the consulting firms will conduct the following activities: lead-based paint inspections; risk assessments; hazard assessments; limited sampling (component-specific); soil sampling; pre-abatement (baseline) testing; abatement project design and monitoring activities (including review of construction contract documents, plans and specifications); cost estimates; and clearance testing.

The one-year Contracts may be amended to incorporate specific sites and detailed statements of work for each project. The Contracts may also be amended to extend the time of performance for a maximum of four years, in one-year increments, and to include additional projects and compensation, not to exceed the total aggregate funding approved for the Contracts.

The consulting firms will be assigned projects on a project-by-project basis and will receive compensation based on the statement of services performed. The addition of projects to each Contract will be determined based on site needs, qualifications of the consulting firm in the various aspects of the testing process, and the complexity of the assignment. Each firm's cost of services will not exceed the costs accepted on the Cost Sheet submitted with its proposal in response to the Request for Proposals, or the negotiated dollar amount for individual asbestos or lead assignments or work programs.

Should any of the consulting firms identified in Attachment A require additional or replacement personnel during the term of the Contracts, they will give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program who meet the minimum qualifications for the open positions. The consulting firms will contact the County's GAIN/GROW Division for a list of participants by job category.

ENVIRONMENTAL DOCUMENTATION

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. This action is not subject to the provisions of CEQA pursuant to State CEQA Guidelines Sections 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On September 29, 2010, the Housing Authority conducted a Request for Proposals (RFP) to identify firms to provide asbestos and lead consulting services. The RFP announcement was sent to approximately 209 consulting firms identified from the Housing Authority's vendor list. The RFP was released on September 29, 2010, and was posted on both the County and the Housing Authority websites. One hundred and fifteen RFP packages were downloaded from the Housing Authority's website.

Twenty-two proposals were received by the October 21, 2010 deadline. One proposal was found to be non-responsive and was disqualified. The twenty-one proposals that met the minimum requirements were forwarded to a three-member evaluation panel for further review. The evaluation committee used the "informed averaged" scoring methodology using a 1,000 points system as established in the solicitation package. The evaluation criteria consisted of qualifications (experience, background, references, etc.) approach to providing the services. The top six ranked proposers are being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROGRAMS

The proposed Contracts will provide Countywide asbestos and lead consulting services for the rehabilitation of affordable housing throughout the County.

Respectfully submitted,



for SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Asbestos and Lead Consulting Services

On September 29, 2010, the following outreach was initiated to identify Asbestos and Lead Consulting Service contractors to provide necessary asbestos and lead consulting services for the Commission/Housing Authority.

A. Announcement

An announcement was posted on the County's WebVen website and on the Commission/Housing Authority website.

B. Distribution of Packages

On September 29, 2010, announcements were sent to approximately 209 asbestos and lead consulting service contractors, of which 52 identified themselves as firms owned by minorities or women (private firms that are 51 percent owned by minorities or women, or publicly owned businesses, in which 51 percent of the stock is held by minorities or women). As a result of the outreach, 115 solicitation packages were downloaded and twenty-two proposals were received.

C. Proposal Results

On October 21, 2010, twenty-two proposals were received. One proposal was found to be non-responsive and was disqualified. The twenty-one proposals that met the minimum requirements were forwarded to the three-member evaluation panel for further review. The evaluation committee used the "informed averaged" scoring methodology using a 1,000 points system as established in the solicitation package. The evaluation criteria consisted of qualifications (experience, background, references, etc.) approach to providing the services. The final evaluation results are as follows:

Rankings	Evaluation Score
• Barr & Clark	759
• National Econ Corporation	748
• Lead Tech Environmental	746
• Global Environmental Training & Consulting, Inc.	728
• ACC Environmental Consultants, Inc.	670
• Andersen Environmental	638
• Encorp	620
• Baytek Engineering, LLC	612
• A-Tech Consulting, Inc.	621
• Allstate Services, LLC	599
• Bainbridge Group	579
• Aurora Industrial Hygiene, Inc.	575

• Clark Seif Clark, Inc.	571
• Executive Environmental Services Corporation	570
• SCA Environmental, Inc.	554
• Sigma Engineering, Inc.	552
• ATC Associates, Inc.	521
• Ellis Environmental Management, Inc.	516
• Coffey Environments, Inc.	512
• Hillmann Environmental Group, LLC	494
• Forensic Analytical Consulting Services, Inc.	444

Top six ranked proposers are being recommended for the Contract award.

D. Minority/Women Participation – Selected Agency

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Barr & Clark	Non-Minority	Total 6 0 Minorities 3 Women 0% Minorities 50% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
National Econ Corporation	Minority	Total 12 4 Minorities 0 Women 34% Minorities 0% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Lead Tech Environmental	Non-Minority	Total 10 2 Minorities 3 Women 20% Minorities 30% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Global Environmental Training & Consulting, Inc.	Minority	Total 4 1 Minority 2 Women 25% Minorities 50% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
ACC Environmental Consultants, Inc.	Non-Minority	Total 18 6 Minorities 7 Women 34% Minorities 39% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Andersen Environmental	Non-Minority	Total 5 1 Minority 2 Women 20% Minorities 40% Women

E. Minority/Women Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Environmental Engineering, Inc.	Minority	Total 10 4 Minorities 2 Women 40% Minorities 20% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Executive Environmental Services Corporation	Minority	Total 11 6 Minorities 3 Women 55% Minorities 28% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Encorp	Non-Minority	Total 8 4 Minorities 2 Women 50% Minorities 25% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Baytek Engineering, LLC	Minority	Total 3 3 Minorities 0 Women 100% Minorities 0% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
A-Tech Consulting, Inc.	Minority	Total 5 2 Minorities 1 Woman 40% Minorities 20% Women

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Allstate Services, LLC	Minority	Total 6 0 Minorities 3 Women 0% Minorities 50% Women

Name
Bainbridge
Group

Ownership
Minority

Employees
Total 11
5 Minorities
3 Women
46% Minorities
28% Women

Name
Aurora Industrial
Hygiene, Inc.

Ownership
Non-Minority

Employees
Total 15
2 Minorities
4 Women
14% Minorities
27% Women

Name
Clark Seif
Clark, Inc.

Ownership
Non-Minority

Employees
Total 46
9 Minorities
9 Women
20% Minorities
20% Women

Name
SCA
Environmental, Inc.

Ownership
Non-Minority

Employees
Total 19
6 Minorities
1 Women
32% Minorities
06% Women

Name
Sigma
Engineering, Inc.

Ownership
Non-Minority

Employees
Total 30
5 Minorities
6 Women
17% Minorities
20% Women

Name
ATC
Associates, Inc.

Ownership
Non-Minority

Employees
Total 40
13 Minorities
11Women
33% Minorities
28% Women

Name
Ellis Environmental
Management, Inc.

Ownership
Non-Minority

Employees
Total 5
0 Minorities
1 Women
0% Minorities
20% Women

Name
Coffey
Environments, Inc.

Ownership
Non-Minority

Employees
Total 26
9 Minorities
6 Women
35% Minorities
23% Women

Name
Hillmann Environmental
Group, LLC

Ownership
Non-Minority

Employees
Total 40
8 Minorities
23 Women
20% Minorities
58% Women

Name
Forensic Analytical
Consulting Services, Inc.

Ownership
Non-Minority

Employees
Total 45
4 Minorities
12 Women
9% Minorities
27% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



**HOUSING AUTHORITY
of the County of Los Angeles**

ASSISTED HOUSING DIVISION

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

January 26, 2011

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 S Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE A CONSTRUCTION CONTRACT FOR ELEVATOR MODERNIZATION AT
THE NUEVA MARAVILLA SENIOR HOUSING DEVELOPMENT
(DISTRICT 1)**

SUBJECT

This letter recommends approval of a Construction Contract with M.L. Construction to complete the modernization of four elevators at the Nueva Maravilla senior housing development located at 4919 Cesar Chavez Avenue in unincorporated East Los Angeles.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners approve and authorize the Executive Director or his designee to execute and if necessary, terminate a Construction Contract (Contract) in the amount of \$785,600 with M.L. Construction to complete the modernization of four elevators at the Nueva Maravilla senior housing development, using Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.
2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to approve Contract change orders not to exceed \$157,120 for unforeseen project costs, using CFP funds and following approval as to form by County Counsel.
3. Recommend that the Board of Commissioners find that the approval of the Contract is exempt from the provisions of the California Environmental



Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract for the modernization of four elevators including all accessories; electrical, plumbing, waterproofing, fire alarm, drywall, painting and all associated work at the 150-unit Nueva Maravilla senior housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$785,600 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

A 20% contingency, in the amount of \$157,120, is being set aside for unforeseen costs, using the same source of funds. This contingency is recommended because elevator modernization often involves unforeseen conditions that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, M.L. Construction will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a) (3)(ii), this project is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On October 25, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Announcements were sent to 156 contractors identified from the Housing Authority's vendor list. Advertisements also

Honorable Housing Commissioners
January 26, 2011
Page 3

appeared in eight newspapers and on the County and Housing Authority websites. Four bid packages were requested and distributed.

On November 23, 2010, three bids were received and formally opened. M.L. Construction submitted the lowest bid and is being recommended for the Contract award

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT

The award of the Contract will modernize the Nueva Maravilla senior housing development by providing residents with four renovated elevators. These improvements will conserve energy, increase cost savings to the Housing Authority and improve services to the residents.

Respectfully submitted,



for SEAN ROGAN
Executive Director

Enclosures

Nueva Maravilla Seniors Elevators Project



Nueva Maravilla Seniors Building 1 and 2. A bridge is part of the elevator modernization, to facilitate residents while elevators are under construction.



Nueva Maravilla Seniors Building 3 and 4. A permanent bridge will be constructed to accomodate residents. The residents will have access to use the next building elevator while elevators are under construction.

Nueva Maravilla Seniors Elevators Project



Existing elevator cab interior. All interiors will be upgraded per ADA requirements.



New controls equipment and finishes.

ATTACHMENT A

Summary of Outreach Activities

On October 25, 2010, the following outreach was initiated to identify a contractor to complete the modernization of four elevators including all accessories; electrical, plumbing, waterproofing, fire alarm, drywall, painting and all associated work at the Nueva Maravilla senior housing development located at 4919 Cesar E. Chavez Avenue in unincorporated East Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Los Angeles Times (Full Run)	Dodge Construction News/Green Sheet
Los Angeles Sentinel	Eastern Group Publications
International Daily News	The Daily News
La Opinion	
WAVE Community Newspapers-Zone Long Beach Area only	

An announcement was also posted on the County and Housing Authority websites.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to send announcements to 156 contractors, of which 89 identified themselves as businesses owned by minorities or women (private firms which are 60 percent owned by minorities or women, or publicly-owned businesses in which 56 percent of the stock is owned by minorities or women). As a result of the outreach, four packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On November 4, 2010, a mandatory pre-bid conference and site walk was conducted. Eleven firms were in attendance.

D. Bid Results

On November 23, 2010, a total of three bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
M.L. Construction	\$785,600.00
WE Construction	\$874,500.00
High-Tech Builders, Inc.	\$978,000.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
M.L. Construction	Non-Minority	Total: 17 6 minorities 1 woman 35% minorities 6% women
Superior Alliance Elevator Corp. (Elevator Sub-contractor)	Non-Minority	Total: 14 4 minorities 2 women 28% minorities 14% women
Nairi Gevorkian (Electrical Sub-contractor)	Non-Minority	Total: 8 3 minorities 1 woman 37% minorities 12% women
Jam Corporation. (Fire Alarm Sub-contractor)	Non-Minority	Total: 73 49 minorities 5 women 67% minorities 7% women
V & M Iron Works (Carpentry Sub-contractor)	Minority	Total: 8 4 minorities 2 women 50% minorities 25% women
Kron Heating & AC (Drywall Sub-contractor)	Non-Minority	Total: 6 1 minority 1 woman 17% minorities 17% women

F. Minority/Women Participation - Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
WE Construction Inc.	Minority	Total: 5 5 minorities 0 women 100% minorities 0% women
High-Tech Builders Inc.	Minority	Total: 15 14 minorities 2 women 93% minorities 13% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Nueva Maravilla Senior Elevator Modernization Project

Location: 4919 E. Cesar Chavez Avenue, Los Angeles, CA 90022

Bid Number: CD-10-262

Bid Date: November 23, 2010

Contractor: M.L. Construction

Services: Modernization of four elevators including all accessories; electrical, plumbing, waterproofing, fire alarm, drywall, painting and all associated work Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Notice to Proceed and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within three hundred fifty (350) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Seven Hundred Eighty Five Thousand Six Hundred Dollars and Zero Cents (\$785,600)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: **\$157,120**



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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

January 26, 2011

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 S Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**ADOPT RESOLUTION DECLARING INTENT TO ISSUE MULTI FAMILY
HOUSING MORTGAGE REVENUE BONDS FOR
MULTIFAMILY HOUSING IN THE CITY OF BELL GARDENS
(DISTRICT 1)**

SUBJECT

This letter recommends that the Board of Commissioners adopt a Resolution declaring the intent to issue Multifamily Housing Mortgage Revenue Bonds to finance the construction and development of Terra Bella Apartments, a 65-unit multifamily rental housing development to be located in the City of Bell Gardens.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners, acting as a Responsible Agency for the Terra Bella Apartments Project (Project), certify that the Housing Authority has independently considered the attached Initial Study/Mitigated Negative Declaration (IS/MND), prepared by the City of Bell Gardens as Lead Agency, and has reached its own conclusions regarding the environmental effects of the Project; and find that the mitigation measures identified in the IS/MND are adequate to avoid or reduce potential environmental impacts to below significant levels.
2. Recommend that the Board of Commissioners adopt and instruct the Chair of the Board to sign a Resolution, as required under Treasury Regulations, declaring an intent by Terra Bella L.P., a California Limited Partnership, to undertake bond financing in an amount not exceeding \$14,000,000 to finance the construction and development of Terra Bella



Apartments, a 65-unit multifamily rental housing development to be located at 5714-5722 Clara Street in the City of Bell Gardens.

3. Recommend that the Board of Commissioners authorize the Executive Director to submit an application to the California Debt Limit Allocation Committee (CDLAC) for a private activity bond allocation in an aggregate amount not exceeding \$14,000,000 for the purposes described herein.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to declare the intent to issue Multifamily Housing Mortgage Revenue Bonds in an aggregate amount not exceeding \$14,000,000, and to authorize the Executive Director to apply to CDLAC for a private activity bond allocation in the same amount, in order to finance the construction and development of Terra Bella Apartments.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The bonds will be repaid solely through rent revenues collected by the Developer. The Developer will pay all fees and related costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Project, to be located at 5714-5722 Clara Street in the City of Bell Gardens, will be a three-story apartment building, comprised of 62 one-bedroom units and three two-bedroom units. All of the units excluding the manager's unit will be reserved for households with incomes that do not exceed 50% of the area median income for the Los Angeles-Long Beach Metropolitan Statistical Area, adjusted for household size, as determined by the U.S. Department of Housing and Urban Development (HUD). The manager's unit will have no affordability requirements. The affordability requirements will remain in effect for 55 years. All affordable units will be occupied by seniors.

On January 10, 2011, the Bell Gardens City Council adopted a resolution authorizing the Housing Authority to issue multifamily revenue bonds to finance the development and construction of the Project.

Adoption of the Resolution by the Board of Commissioners declaring the intent to issue Multifamily Housing Mortgage Revenue Bonds is required to establish a base date after which costs incurred by the Developer may be included in the construction and permanent financing obtained pursuant to issuance of the tax-exempt bonds. The Resolution is also required to complete the Housing Authority's application to CDLAC.

On January 21, 2011, the Housing Authority conducted a hearing at its office located at 2 Coral Circle in Monterey Park regarding the issuance of multifamily bonds to finance

the Project, pursuant to Section 147(f) of the Internal Revenue Code. No comments were received at the public hearing concerning the issuance of the bonds or the nature and location of the Project.

The attached Resolution was prepared by Orrick Herrington and Sutcliffe, Housing Authority Bond Counsel, and approved as to form by County Counsel.

ENVIRONMENTAL DOCUMENTATION

The Community Development Commission prepared an Environmental Assessment for this project pursuant to the requirements of the National Environmental Policy Act. Based on the conclusions and findings of the Environmental Assessment, a Finding of No Significant Impact was approved by the Certifying Official of the Community Development Commission on June 7, 2010. Following the required public and agency comment period, HUD issued a Release of Funds for the project on July 4, 2010.

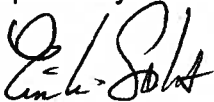
As a responsible agency, and in accordance with the requirements of the California Environmental Quality Act (CEQA), the Housing Authority reviewed the IS/MND prepared by the City of Bell Gardens and determined that the project will not have significant adverse impact on the environment. The Housing Authority's consideration of the IS/MND, and filing of the Notice of Determination, satisfies CEQA Guidelines as stated in Article 7, Section 15096.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle in Monterey Park.

IMPACT ON CURRENT PROJECT

The proposed action is a necessary step to provide bond financing for the Project, which will increase the supply of affordable multifamily housing in the County with long-term affordability.

Respectfully submitted,



for SEAN ROGAN
Executive Director

Enclosures

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE COUNTY OF LOS ANGELES DECLARING
ITS OFFICIAL INTENT TO UNDERTAKE
THE FINANCING OF A MULTIFAMILY HOUSING PROJECT
AND RELATED ACTIONS

WHEREAS, The Housing Authority of the County of Los Angeles (the "Authority") is authorized and empowered by the provisions of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California (the "Act") to issue and sell mortgage revenue bonds for the purpose of making loans or otherwise providing funds to finance the acquisition, construction, rehabilitation and development of multifamily residential rental housing projects, including units for households meeting the income limits set forth in the Act; and

WHEREAS, Terra Bella, Limited Partnership, a California limited partnership (or an affiliate or assign) (the "Borrower"), has requested that the Authority issue and sell its mortgage revenue bonds pursuant to the Act to provide financing for the construction and development of a senior housing development consisting of 65 units to be located at 5714-5722 Clara Street in the City of Bell Gardens (the "Project"); and

WHEREAS, this Board of Commissioners of the Authority (the "Board") hereby finds and declares that it is necessary, essential and a public purpose for the Authority to finance multifamily housing projects pursuant to the Act, in order to increase the supply of multifamily housing in Los Angeles County available to persons and families within the income limitations established by the Act; and

WHEREAS, as an inducement to the Borrower to carry out the Project, this Board desires to authorize the issuance of mortgage revenue bonds by the Authority to finance the Project (the "Bonds") in a principal amount not to exceed \$14,000,000; and

WHEREAS, the Authority, in the course of assisting the Borrower in the financing of the Project expects that the Borrower has paid or may pay certain expenditures (the "Reimbursement Expenditures") in connection with the Project within 60 days prior to the adoption of this Resolution prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis; and

WHEREAS, Section 1.142-4 and Section 1.150-2 of the Treasury Regulations require the Authority to declare its reasonable official intent to reimburse prior expenditures for the Project with proceeds of a subsequent borrowing; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986 limits the amount of multifamily housing mortgage revenue bonds that may be issued in any calendar year by entities within a state and authorizes the governor or the legislature of a state to provide the method of allocation within the state; and

WHEREAS, Chapter 11.8 of Division 1 of Title 2 of the Government Code of the State of California (the "Government Code") governs the allocation of the state ceiling among

governmental units in the State of California having the authority to issue multifamily housing mortgage revenue bonds; and

WHEREAS, Section 8869.85 of the Government Code requires a local agency to file an application with the California Debt Limit Allocation Committee ("CDLAC") prior to the issuance of multifamily housing mortgage revenue bonds; and

WHEREAS, this Board hereby finds and declares that this resolution is being adopted pursuant to the powers granted by the Act.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above recitals, and each of them, are true and correct.
2. This Board hereby determines that it is necessary and desirable to provide financing for the Project by the issuance and sale of mortgage revenue bonds pursuant to the Act and hereby authorizes the issuance and sale of the Bonds by the Authority in aggregate principal amounts not to exceed \$14,000,000. This action is taken expressly for the purpose of inducing the Borrower to undertake the Project, provided that nothing contained herein shall be construed to signify that the Project complies with the planning, zoning, subdivision and building laws and ordinances applicable thereto or to suggest that the Authority or any officer, agent or employee of the Authority will grant any approval, consent or permit which may be required in connection with the acquisition and construction of the Project or the issuance of the Bonds.
3. The issuance and sale of the bonds shall be upon such terms and conditions as may be agreed upon by the Authority and the Borrower and the initial purchasers of the Bonds; provided, however, that the Bonds shall not be sold or issued unless specifically authorized by the subsequent resolution of this Board.
4. This Resolution is being adopted by the Authority for purposes of establishing compliance with the requirements of Section 1.142-4 and Section 1.150-2 of the Treasury Regulations. In that regard, the Authority hereby declares its official intent to use proceeds of indebtedness to reimburse the Reimbursement Expenditures. Notwithstanding the foregoing, this resolution does not bind the Authority to make any expenditure, incur any indebtedness, or proceed with the Project.
5. The proper officers of the Authority are hereby authorized and directed to apply to CDLAC for a private activity bond allocation for application by the Authority to the issuance the Bonds for the Project in an amount not to exceed \$14,000,000, to collect from the Borrower an amount equal to the performance deposit required by CDLAC and to certify to CDLAC that such amount has been placed on deposit in an account in a financial institution.
6. The proper officers of the Authority are hereby authorized and directed to take whatever further action relating to the aforesaid financial assistance may be deemed reasonable and desirable, provided that the terms and conditions under which the Bonds are to be issued and sold shall be approved by this Board in the manner provided by law prior to the sale thereof.

7. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Commissioners of The Housing Authority of the County of Los Angeles, State of California, this 8th day of February, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Chair of the
Board of Commissioners

ATTEST:

Sachi A. Hamai
Executive Officer-Clerk
of the Board of Commissioners

By: _____
Deputy

APPROVED AS TO FORM:

ANDREA SHERIDAN ORDIN
County Counsel

By: _____
Deputy

Housing Commission 2011 Meeting Schedule 12:00 noon

<u>Date</u>	<u>Site</u>	<u>Address/ Telephone #</u>	<u>District</u>	<u>Description</u>
January 26	CDC/Headquarters	2 Coral Circle Monterey Park, CA 91755 (323) 890-7001	N/A	N/A
February 23	South Bay Gardens	230 E. 130 th Street Los Angeles, CA 90061 (323) 242-1717	2 nd	100 Units of Senior Housing
March 23	CDC/Housing Authority (Santa Fe Springs)	12131 Telegraph Rd. Santa Fe Springs, CA 90670 (562) 347-4663 ext# 8196	N/A	N/A
April 27	Lancaster Homes	711-737 W. Jackman Street Lancaster, CA 93534 (661) 255-5818	5 th	120 Units of Senior Housing
May 25	CDC/Headquarters	2 Coral Circle Monterey Park, CA 91755 (323) 890-7001	N/A	N/A
June 22	Palm Apartments	959 Palm Avenue West Hollywood, CA 90069 (323) 653-3090	3 rd	127 Units of Senior Housing
July 27	CDC/Housing Authority (Santa Fe Springs)	12131 Telegraph Rd. Santa Fe Springs, CA 90670 (562) 347-4663 ext# 8196	N/A	N/A
August 24	Harbor Hills (GYM)	1876 Palos Verdes North Lomita, CA 90717 (310) 534-6843	4 th	301 Units of Family / Senior Housing
September 28	CDC/Headquarters	2 Coral Circle Monterey Park, CA 91755 (323) 890-7001	N/A	N/A
October 26	Herbert Avenue	133 Herbert Avenue Los Angeles, CA 90063 (323) 266-0990	1 st	46 Units of Senior Housing
November 16	CDC/Housing Authority (Santa Fe Springs)	12131 Telegraph Rd. Santa Fe Springs, CA 90670 (562) 347-4663 ext# 8196	N/A	N/A
December 21	CDC/Headquarters	2 Coral Circle Monterey Park, CA 91755 (323) 890-7001	N/A	N/A